

MINUTES

TOWN BOARD MEETING

Town of Polk Town Hall * 3680 State HWY 60

Tuesday May 10, 2016 at 7:30 pm

APPROVED 6/14/16

Meeting was called to order at 7:30 pm. The Pledge of Allegiance was recited.

Verification of Official Meeting Notice. Notice was given to the West Bend Daily News, Hartford Times Press, Milwaukee Journal Sentinel, WBKV/WTKM radio station and posted at Cedar Lake Hills Subdivision, Roskopf's RV Center, the Town Hall and on the Town website.

Roll Call - present: Chairman Albert Schulteis, Supervisor Theodore Merten, Supervisor Robert Roecker, Treasurer and Zoning Secretary, Tracy Groth and Clerk, Diana Degnitz.

Moment of silent prayer

Public Comments –none, closed by Chairman Schulteis

Approval of Minutes

- April 7, 2016 Public Hearing - motion by Robert Roecker to approve the Minutes as written. Motion seconded by Theodore Merten. All voted in favor, motion carried.
- April 12, 2016 Town Board Meeting - motion by Robert Roecker to approve the Minutes as written with two corrections: page 2 to correct the spelling of "written" in the Fond du Lac Drive reconstruction project notes and "motion to approve" in the CSM for 2777 Scenic Road. Motion seconded by Theodore Merten. All voted in favor, motion carried
- April 19, 2016 Annual Town Board Meeting - motion by Robert Roecker to approve the Minutes as written. Motion seconded by Theodore Merten. All voted in favor, motion carried.
- April 22, 2016 Special Town Board Meeting – motion by Robert Roecker to approve the Minutes as written with one correction, correct the Title of the meeting from "Annual Town Meeting" to "Special Town Board Meeting. Motion seconded by Theodore Merten. All voted in favor, motion carried.
- April 25, 2016 Special Town Board Meeting – motion by Robert Roecker to approve the Minutes as written with one correction, correct the Title of the meeting from "Annual Town Meeting" to "Special Town Board Meeting. Motion seconded by Theodore Merten. All voted in favor, motion carried.
- April 26, 2016 Special Town Board Meeting – motion by Robert Roecker to approve the Minutes as written. Motion seconded by Theodore Merten. All voted in favor, motion carried.

Sheriff's Report – Deputy Jerrod Cox reported that there were 650 calls for service including 24 accidents, 360 property checks, 14 tavern calls, 90 traffic stops and one robbery call at Ashley Furniture where 4 people were taken into custody. Deputy Cox also reported that the 900 EMG Pager system/Radio if held by any municipalities or private citizens will need to be updated through the Sheriff Dept's administration to remain compatible.

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Chairman's report – Chairman Schulteis reported that he will be attending the Vision 2050 planning meeting held May 11, 2016 at 9:00 am to review planning and vision for Washington County highways including the Hartford Northern Reliever Route..

Treasurer's Report of Revenue and Expenditures – presented by Tracy Groth. Motion by Theodore Merten to approve report as submitted including check numbers 8470 to 8514. Motion seconded by Robert Roecker. All voted in favor, motion carried.

UNFINISHED BUSINESS – none

NEW BUSINESS

- A. **Resolution #2016-01 – to authorize the “Town of Polk Clerk” to act on its behalf to: Submit an application to the Department of Natural Resources for financial assistance under s. 287.23 and s. 287.24 Wis. Stats., Chapters NR 542, 544, Wis. Admin Code; Sign necessary documents; and Submit a final report.** Motion by Theodore Merten to approve. Motion seconded by Robert Roecker. All voted in favor, motion carried.
- B. **Fireworks Permit for Washington County Fair Park – Tuesday July 26, 2016.** Motion by Robert Roecker to approve permit application. Motion seconded by Theodore Merten. All voted in favor, motion carried.
- C. **Review and Amend 2015 Budget** – motion by Theodore Merten to approve amending the 2015 budget as presented including a surplus of \$29,954.68 currently in and to remain deposited in the Town Money Market account. Robert Roecker seconded the motion. All voted in favor and the motion carried.

Recommendations from the Plan Commission

- D. **Preliminary Site Plan Review Double J Transport to operate a trucking office and truck maintenance facility. Property located at CTY HWY P. Part of the NE ¼ of the SE ¼ of Section 24, Town of Polk, Washington County. Tax Key #T9-0762. 12.266 Acres. Zoned B-1 Business District. Jerome Fechter, Business Owner. Mark Hauser, Property Owner.** Motion by Robert Roecker to approve the Plan as written. Theodore Merten seconded the motion. All voted in favor and the motion carried. Secretary Groth added that the parcel may house two entities and that soil tests will need to support septic for both.

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- E. Business Use Permit Glass Guard, LLC to operate a Welding/Fabrication Business at 3767 Scenic Road, Unit F, Washington County, Wisconsin. Section 15. Zoned M-1 Industrial District. 12.46 Acres. Tax Key # T9-0587-00Z. Stephen A. Brown and Tyler Ryan Olson, Business Owners. Robert Schoenke, Property Owner.** Motion by Theodore Merten to approve as written. Robert Roecker seconded the motion. All voted in favor and the motion carried.
- F. Site Plan Review for Kevin Mantz (KLM Custom Woodworks) and Joe Zignego (Richfield Self-Storage), for a Ground Sign in accordance with Section 7.03 (8) of the Town's Title X Zoning Ordinance. Sign to be located at 3683 Western Avenue, Town of Polk, Washington County, Wisconsin. Zoned B-1 Business District. Section 35. 5.0 Acres. Property Owner Kevin Mantz.** Motion by Robert Roecker to approve as written. Theodore Merten seconded the motion. All voted in favor and the motion carried. Secretary Groth commented that the Building Inspector would be reviewing lighting in the plan to ensure compliance.

4. Adjourn – Motion by Robert Roecker to adjourn. Motion seconded by Theodore Merten. All voted in favor and meeting adjourned at 7:47 pm.

Respectfully submitted,

Diana Degnitz, Clerk